



# Agenda Item Form

Agenda Date: MAY 18, 2004

Districts Affected: 2 & 6

Dept. Head/Contact Information: Byron E. Johnson

## Type of Agenda Item:

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Resolution                                  | <input type="checkbox"/> Staffing Table Changes   | <input type="checkbox"/> Board Appointments        |
| <input type="checkbox"/> Tax Installment Agreements                  | <input type="checkbox"/> Tax Refunds              | <input type="checkbox"/> Donations                 |
| <input checked="" type="checkbox"/> RFP/ BID/ Best Value Procurement | <input type="checkbox"/> Budget Transfer          | <input type="checkbox"/> Item Placed by Citizen    |
| <input type="checkbox"/> Application for Facility Use                | <input type="checkbox"/> Bldg. Permits/Inspection | <input type="checkbox"/> Introduction of Ordinance |
| <input type="checkbox"/> Interlocal Agreements                       | <input type="checkbox"/> Contract/Lease Agreement | <input type="checkbox"/> Grant Application         |
| <input type="checkbox"/> Other _____                                 |   |  |

## Funding Source:

- ☒ General Fund
- ☐ Grant (duration of funds: \_\_\_\_\_ Months)
- ☐ Other Source: \_\_\_\_\_

## Legal:

- ☐ Legal Review Required      Attorney Assigned (please scroll down): None      ☐ Approved      ☐ Denied

Timeline Priority: ☒ High      ☐ Medium      ☐ Low      # of days: \_\_\_\_\_

## Why is this item necessary:

Janitorial Services of Senior CitizenCenters

Explain Costs, including ongoing maintenance and operating expenditures, or Cost Savings:

\_\_\_\_\_

## Statutory or Citizen Concerns:

\_\_\_\_\_

## Departmental Concerns:

\_\_\_\_\_

DATE: May 10, 2004

TO: Municipal Clerk

FROM: Byron E. Johnson, C.P.M.  
Director of Purchasing x 4313

THRU: Aurora Wells  
Interim Bid Clerk ext. 4038

CITY CLERK DEPARTMENT  
2004 MAY 13 PM 1 31

Please place the following item on the **CONSENT** agenda for the Council Meeting of **MAY 18, 2004**.

Item should read as follows:

Bid No. 2004-145 Janitorial Services Rev Pete Martinez Senior citizen  
& Wellington Chew Senior Citizen Center  
Award to: Vendor #1 Maheir Janitorial Services  
El Paso, TX  
Item (s): 1A & 1B  
Amount: \$8,310.00 (estimated year)

Award to: Vendor #2 Total Cleaning Services  
El Paso, TX  
Item (s): 2A & 2B  
Amount: \$8,936.40 (estimated year)

Department: Parks and Recreation  
Funds available: 51010256-01101-502206  
Funding source: Operating Account, Janitorial Maintenance Svcs Contract  
Total award: \$17,246.40 (estimated year)  
District (s): 2 & 6

Parks & Recreation Department and Purchasing recommend awards as indicated as  
these vendors meet the Best Value Procurement Criteria and are responsible and  
responsive bidder.

This is a thirty-six (36) month contract with no option to extend the term of this contract.  
Additionally, Maheir offers a 1% 10 days prompt payment discount and Total Cleaning  
Services offers a 2.5% 20 days prompt payment discount.

Contact person: Ray Heredia, Procurement Analyst at 541-4316.

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AGENDA FOR: **MAY 18, 2004**  
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PROJECT FORM

DATE: MAY 7, 2004

PROJECT: JANITORIAL SERVICES REV PETE MARTINEZ SENIOR CITIZEN & WELLINGTON  
CHEW SENIOR CITIZEN CENTER

BID NO.: 2004-145 DEPARTMENT: PARKS & RECREATION

BUDGET No.: 51010256-01101-502206

FUNDING SOURCE: OPERATING ACCOUNT, JANITORIAL MAINTENANCE SVCS CONTRACT

DISTRICT(S): 2 & 6

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RECOMMENDATION:

VENDOR #1:

MAHEIR JANITORIAL SERVICES

EL PASO, TX

ITEM(S) 1A & 1B

TOTAL AWARD: \$8,310.00 EST/YR

TOTAL CLEANING SERVICES

EL PASO, TX

ITEM(S) 2A & 2B

TOTAL AWARD: \$8,936.40 EST/YR

TOTAL AWARD \$17,246.40 EST/YR

Parks & Recreation Department and Purchasing recommend awards as indicated as these vendors meet the Best Value Procurement Criteria and are responsible and responsive bidder.

This is a thirty-six (36) month contract with no option to extend the term of this contract. Additionally, Maheir offers a 1% 10 days prompt payment discount and Total Cleaning Services offers a 2.5% 20 days prompt payment discount.

BIDS SOLICITED 32  
BIDS LOCALS 28  
BIDS RECEIVED 11  
BIDS SVCS 06  
"NO BIDS" RECEIVED 01

CURRENT TAXES PAID \_\_\_\_\_

OUT-OF-TOWN \_\_\_\_\_

TOTAL RECOMMENDED AWARDS: \$51,739.20 Estimated

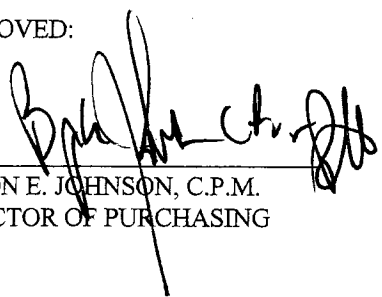
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COUNCIL: APPROVED\_ REJECTED\_ CITY CLERK\_

\*\*\*\*\*

APPROVED:

COUNCIL MEETING OF MAY 18, 2004

  
BYRON E. JOHNSON, C.P.M.  
DIRECTOR OF PURCHASING

**Consent Agenda for March 18, 2004**

BID NO.: 2004-145 Janitorial Services Rev. Pete Martinez Senior  
Citizen & Wellington Chew Senior Citizen Center

Award to: Maheir Janitorial Services  
El Paso, TX

Item 1A & 1B \$8,310.00 Est/Yr.

Award to: Total Cleaning Services  
El Paso, TX

Item 2A & 2B \$8,936.40 Est/Yr.

Total Award \$17,246.40 Est/Yr.

This is a thirty-six (36) month contract with no option to extend the term of this contract.

Department: Parks & Recreation

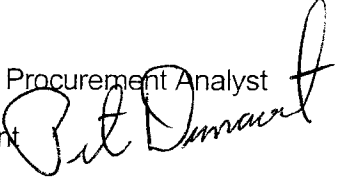
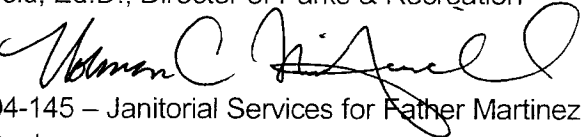
Funds available: 51010256-0110-502206

Funding source: Operating Account, Janitorial Maintenance Service Contract

Total Award: \$51,739.20 Est.

District(s): 2 & 6

## Parks & Recreation

**To:** Ray Heredia, Procurement Analyst  
**From:** Pete Dunavant   
**Through:** Norman Merrifield, Ed.D., Director of Parks & Recreation  
**Date:** May 4, 2004   
**Re:** Solicitation 2004-145 – Janitorial Services for Father Martinez and Wellington Chew Senior Centers

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We have reviewed the bid tabulations for this solicitation and recommend that the contract be awarded as follows:

**Items 1 A & 1 B – Janitorial Services – Father Pete Martinez Senior Center (District 6)**

Award to Mahier Janitorial Service, El Paso, TX based upon Best Value Procurement.  
This will result in an annual cost increase of \$3,942.00 from the current contract holder.  
This increase is due to the generally increasing costs of janitorial services. Center staff concurs in this recommendation.

**Items 2 A & 2 B – Janitorial Services – Wellington Chew Senior Center (District 2)**

Award to Total Cleaning Services, El Paso, TX based upon Best Value Procurement.  
This will result in an annual cost increase of \$6,264 from the current contract holder.  
This increase is due to the generally increasing costs of janitorial services. Center staff concurs in this recommendation.

Funding for the above is provided as follows:

<b><u>Department ID:</u></b>	51010256 (Facilities Maintenance)
<b><u>Account No:</u></b>	502206 (Mntce Services - Janitorial)
<b><u>Funding Source:</u></b>	01101 (General Fund)
<b><u>Estimated annual expenditure:</u></b>	\$21,294
<b><u>Districts:</u></b>	2 & 6

Please contact Pete Dunavant or myself if you have questions.

# CITY OF EL PASO BID TABULATION

<b>BID ITEM: JANITORIAL SERVICES FOR THE REVEREND PETE MARTINEZ SENIOR CENTER AND THE WELLINGTON CHEW SENIOR CENTER</b>										<b>BID # 2004-145</b>			
<b>BID DATE: APRIL 14, 2004</b>										<b>DEPARTMENT: PARKS AND RECREATION</b>			
		<b>ADEFTO BUILDING AND GROUNDS SERVICES EL PASO, TX</b>			<b>ANNA'S CLEANING SERVICES EL PASO, TX</b>			<b>CARRANCO PRODUCTS &amp; SERVICES EL PASO, TX</b>			<b>CONSOLIDATED CUSTODIAL SERVICES LAS CRUCES, NM</b>		
ITEM NO.	DESCRIPTION	HOURLY RATE	MONTHLY	ANNUALLY	HOURLY RATE	MONTHLY	ANNUALLY	HOURLY RATE	MONTHLY	ANNUALLY	HOURLY RATE	MONTHLY	ANNUALLY
1A.	<b>JANITORIAL SERVICES REVEREND PETE MARTINEZ SENIOR CENTER</b>	<b>\$8.00</b>	<b>\$696.00</b>	<b>\$8,352.00</b>	<b>\$8.75</b>	<b>\$761.25</b>	<b>\$9,135.00</b>	<b>\$10.25</b>	<b>\$891.75</b>	<b>\$10,701.00</b>	<b>\$16.95</b>	<b>\$1,474.65</b>	<b>\$17,695.80</b>
ITEM NO.	DESCRIPTION	EACH		ANNUALLY	EACH		ANNUALLY	EACH		ANNUALLY	EACH		ANNUALLY
1B.	<b>AFTER PARTY RENTAL CLEANING</b>	<b>\$40.00</b>		<b>\$480.00</b>	<b>\$25.00</b>		<b>\$300.00</b>	<b>\$175.00</b>		<b>\$2,100.00</b>	<b>\$280.00</b>		<b>\$3,360.00</b>
ITEM NO.	DESCRIPTION	HOURLY RATE	MONTHLY	ANNUALLY	HOURLY RATE	MONTHLY	ANNUALLY	HOURLY RATE	MONTHLY	ANNUALLY	HOURLY RATE	MONTHLY	ANNUALLY
2A.	<b>JANITORIAL SERVICES WELLINGTON CHEW SENIOR CENTER</b>	<b>\$8.00</b>	<b>\$1,044.00</b>	<b>\$12,528.00</b>	<b>\$8.75</b>	<b>\$1,141.88</b>	<b>\$13,702.50</b>	<b>\$10.25</b>	<b>\$1,337.63</b>	<b>\$16,051.50</b>	<b>\$16.95</b>	<b>\$2,211.98</b>	<b>\$26,543.70</b>
ITEM NO.	DESCRIPTION	EACH		ANNUALLY	EACH		ANNUALLY	EACH		ANNUALLY	EACH		ANNUALLY
2B.	<b>AFTER PARTY RENTAL CLEANING</b>	<b>\$40.00</b>		<b>\$480.00</b>	<b>\$30.00</b>		<b>\$360.00</b>	<b>\$175.00</b>		<b>\$2,100.00</b>	<b>\$180.00</b>		<b>\$2,160.00</b>
<b>PAYMENT TERMS:</b>		<b>NET - 30 DAYS</b>			<b>2% - 10 DAYS</b>			<b>1.5% - 10 DAYS</b>			<b>3% - 30 DAYS</b>		

**NOTE: THIS IS A BEST VALUE PROCUREMENT. OTHER FACTORS BESIDES PRICE WILL BE CONSIDERED.**

APPROVED BY: 

DATE: 4-20-04

2004-145 JANITORIAL SERVICES - REVEREND PETE MARTINEZ AND WELLINGTON CHEW  
SENIOR CENTERS - PARKS AND RECREATION DEPARTMENT

# CITY OF EL PASO BID TABULATION

BID ITEM: JANITORIAL SERVICES FOR THE REVEREND PETE MARTINEZ SENIOR CENTER AND THE WELLINGTON CHEW SENIOR CENTER											BID # 2004-145		
BID DATE: APRIL 14, 2004											DEPARTMENT: PARKS AND RECREATION		
		IMMACULATE JANITORIAL SERVICES EL PASO, TX			LUCYS CLEANING SERVICE EL PASO, TX			MAHEIR JANITORIAL SERVICE EL PASO, TX			MARTINEZ JANITORIAL SERVICE EL PASO, TX		
ITEM NO.	DESCRIPTION	HOURLY RATE	MONTHLY	ANNUALLY	HOURLY RATE	MONTHLY	ANNUALLY	HOURLY RATE	MONTHLY	ANNUALLY	HOURLY RATE	MONTHLY	ANNUALLY
1A.	JANITORIAL SERVICES REVEREND PETE MARTINEZ SENIOR CENTER	\$7.75	\$674.25	\$8,091.00	\$12.00	\$1,044.00	\$12,528.00	\$7.50	\$652.50	\$7,830.00	\$8.10	\$704.70	\$8,456.40
ITEM NO.	DESCRIPTION	EACH		ANNUALLY	EACH		ANNUALLY	EACH		ANNUALLY	EACH		ANNUALLY
1B.	AFTER PARTY RENTAL CLEANING	\$40.00		\$480.00	\$12.00		\$144.00	\$40.00		\$480.00	\$40.00		\$480.00
ITEM NO.	DESCRIPTION	HOURLY RATE	MONTHLY	ANNUALLY	HOURLY RATE	MONTHLY	ANNUALLY	HOURLY RATE	MONTHLY	ANNUALLY	HOURLY RATE	MONTHLY	ANNUALLY
2A.	JANITORIAL SERVICES WELLINGTON CHEW SENIOR CENTER	\$7.75	\$1,011.38	\$12,136.50	\$12.00	\$1,044.00	\$12,528.00	\$7.50	\$978.75	\$11,745.00	\$8.10	\$1,057.05	\$12,684.60
ITEM NO.	DESCRIPTION	EACH		ANNUALLY	EACH		ANNUALLY	EACH		ANNUALLY	EACH		ANNUALLY
2B.	AFTER PARTY RENTAL CLEANING	\$45.00		\$540.00	\$12.00		\$144.00	\$45.00		\$540.00	\$40.00		\$480.00
PAYMENT TERMS:		NET - 30 DAYS			3% - 10 DAYS			1% - 10 DAYS			3% - 20 DAYS		

NOTE: THIS IS A BEST VALUE PROCUREMENT. OTHER FACTORS BESIDES PRICE WILL BE CONSIDERED.

APPROVED BY: 

DATE: 4-20-04

2004-145 JANITORIAL SERVICES - REVEREND PETE MARTINEZ AND WELLINGTON CHEW  
SENIOR CENTERS - PARKS AND RECREATION DEPARTMENT

# CITY OF EL PASO BID TABULATION

**BID ITEM: JANITORIAL SERVICES FOR THE REVEREND PETE MARTINEZ SENIOR CENTER  
AND THE WELLINGTON CHEW SENIOR CENTER**


**BID # 2004-145**

**BID DATE: APRIL 14, 2004**

**DEPARTMENT: PARKS AND RECREATION**

		MASTERCLEAN EL PASO, TX			PROFESSIONAL JANITORIAL SERVICES EL PASO, TX			TOTAL CLEANING SERVICES EL PASO, TX							
ITEM NO.	DESCRIPTION	HOURLY RATE	MONTHLY	ANNUALLY	HOURLY RATE	MONTHLY	ANNUALLY	HOURLY RATE	MONTHLY	ANNUALLY	HOURLY RATE	MONTHLY	ANNUALLY		
1A.	JANITORIAL SERVICES REVEREND PETE MARTINEZ SENIOR CENTER	\$24.39	\$2,121.93	\$25,463.16	\$12.25	\$1,065.75	\$12,789.00	\$8.10	\$704.70	\$8,456.40	\$0.00	\$0.00	\$0.00		
ITEM NO.	DESCRIPTION	EACH		ANNUALLY	EACH		ANNUALLY	EACH		ANNUALLY	EACH		ANNUALLY		
1B.	AFTER PARTY RENTAL CLEANING	\$84.00		\$1,008.00	\$98.00		\$1,176.00	\$40.00		\$480.00	\$0.00		\$0.00		
ITEM NO.	DESCRIPTION	HOURLY RATE	MONTHLY	ANNUALLY	HOURLY RATE	MONTHLY	ANNUALLY	HOURLY RATE	MONTHLY	ANNUALLY	HOURLY RATE	MONTHLY	ANNUALLY		
2A.	JANITORIAL SERVICES WELLINGTON CHEW SENIOR CENTER	\$23.45	\$3,060.23	\$36,722.70	\$12.25	\$1,598.63	\$19,183.50	\$8.00	\$1,044.00	\$12,528.00	\$0.00	\$0.00	\$0.00		
ITEM NO.	DESCRIPTION	EACH		ANNUALLY	EACH		ANNUALLY	EACH		ANNUALLY	EACH		ANNUALLY		
2B.	AFTER PARTY RENTAL CLEANING	\$85.00		\$1,020.00	\$98.00		\$1,176.00	\$38.00		\$456.00	\$0.00		\$0.00		
PAYMENT TERMS:		33% - 10 DAYS 33% - 20 DAYS 34% - 30 DAYS			X% - 30 DAYS			2.5% - 10 DAYS							
BIDS SOLICITED: 32				BIDS RECEIVED: 11				BIDS LOCAL: 28				NO BID: 1			

**NOTE: THIS IS A BEST VALUE PROCUREMENT. OTHER FACTORS BESIDES PRICE WILL BE CONSIDERED.**

APPROVED BY: 

DATE: 4-20-04

2004-145 JANITORIAL SERVICES - REVEREND PETE MARTINEZ AND WELLINGTON CHEW  
SENIOR CENTERS - PARKS AND RECREATION DEPARTMENT

**JANITORIAL SERVICES REVERAND PETE MARTINEZ SR CNTR WELLINGTON CHEW SR CNTR**

[illegible]

**JANITORIAL SERVICES REVERAND PETE MARTINEZ SR CNTR WELLINGTON CHEW SR CNTR**

[illegible]

C & L JANITORIAL SERVICES  
ATTN: CENSAR PEREZ  
1207 N GRAMA ST.  
EL PASO, TX 79903

RPM JANITORIAL SERVICES  
ATTN: RUBEN VALENZUELA/PEDRO  
7717 MONTANA AVE.  
EL PASO, TX 79923

J B JANITORIAL SERVICES  
ATTN: JORGE TELLEZ JR.  
12341 ANGIE BOMACH AVE.  
EL PASO, TX 79927

SPEEDY CLEAN MAINTENANCE SVS  
ATTN: DEADRA MINIFEE  
11317 LAKE GENEVA DR.  
EL PASO, TX 79936

A J MAINTENANCE SERVICES  
ATTN: A G (EDDIE) JURADO  
3431 PERSHING DR., SUITE B-2  
EL PASO, TX 79903

DJ'S JANITORIAL SERVICES  
ATTN: RAUL DELGADO  
P O BOX 370305  
EL PASO, TX 79937-0305

TOTAL CLEANING SERVICES  
ATTN: RAUL TORRES  
1026 NAVARRETTE  
EL PASO, TX 79907

PEDUS SERVICE  
2424 E BROADWAY, SUITE 100  
TUCSON, AZ 85719

CONSOLIDATED CUSTODIAL SVS  
ATTN: MARTHA MARQUEZ  
133 WYATT DRIVE, SUITE 9  
LAS CRUCES, NM 88005

MARCIS & ASSOCIATES  
ATTN: MELISSA CISNEROS  
P O BOX 11175  
SPRING, TX 77391

B J JANITORIAL  
ATTN: MANUEL SAENZ  
2007 HAPPER ST  
EL PASO, TX 79903

IMMACULATE JANITORIAL  
8913 MT. DELANO  
EL PASO, TX 79904

PJS  
ATTN: MARISELA VELEZ  
2110 WYOMING A VENUE  
EL PASO, TX 79903

ELIZA'S JANITORIAL SERVICE  
ATTN: ELIZA MANRIQUE  
4315 HUECO AVE.  
EL PASO, TX 79903

JAMES ENTERPRISE  
ATTN: JOANNA JAMES  
605 CEDAR ST.  
CEDAR HILL, TX 75104

MAHEIR JANITORIAL  
ATTN: HECTOR RODRIGUEZ  
12156 YVONNE RICHARDSON  
EL PASO, TX 79936

CARRANCO PRODUCTS  
ATTN: SERGIO CARRANCO  
3733 SHELL, SUITE A  
EL PASO, TX 79925

EXECUTIVE MAINTENANCE  
ATTN: LUIS HERNANDEZ  
4305 LOMA DE ORO  
EL PASO, TX 79934

THE ODD MAN SERVICES  
ATTN: HECTOR HERNANDEZ  
208 B. POLO INN  
EL PASO, TX 79915

P & S JANITORIAL SERVICES  
ATTN: VIRGINIA SANCHEZ  
12158 VALLEY QUAIL  
EL PASO, TX 79936

THE EAGLE JANITORIAL SERVICES  
ATTN: FRANK CORRAL  
2919 AURORA AVE.  
EL PASO, TX 79930

MAHEIR JANITORIAL SERVICES  
ATTN: HECTOR RODRIGUEZ  
12156 YVONNE RICHARDSON AVE.  
EL PASO, TX 79936

ADEFTO BUILDING & GROUND SVS  
ATTN: E J OVERTON  
7740 MUSTANG AVE.  
EL PASO, TX 79915

MARTINEZ JANITORIAL SERVICES  
ATTN: ALFREDO MARTINEZ  
953 GERONNE DR.  
EL PASO, TX 79907

ANNA'S CLEANING SERVICE  
ATTN: ANA FIERRO  
12862 CHAUCER RD.  
EL PASO, TX 79927

PES JANITORIAL SERVICES  
ATTN: VIRGINIA SANCHEZ  
12138 VALLEY QUAIL  
EL PASO, TX 79936

GLOBAL CLEAN  
ATTN: JORGE GONZALEZ  
3737 N MESA, SUITE D1 PMB 105  
EL PASO, TX 79902

SAN MARCOS ENTERPRISES  
ATTN: HUMBERTO HERNANDEZ  
28 SAN MARCOS  
EL PASO, TX 79922

PEDUS BUILDING SERVICES  
ATTN: PETER STUVEN  
303 TEXAS AVENUE #706  
EL PASO, TX 79901

MASTERCLEAN  
ATTN: ROBERTO O. VEGA  
11879 SCOTT SIMPSON  
EL PASO, TX 79936

TORRES JANITORIAL  
1667 BRYAN RAY  
EL PASO, TX 79936

BID INFORMATION SERVICE  
(ALL BIDS ARE ADVERTISED)

BID NET PROCESSING CENTER  
PO BOX 5600  
ALBANY, NY 12205

GREATER EL PASO CHAMBER OF COMMERCE  
ONE CIVIC CENTER PLAZA  
EL PASO, TX 79901

EL PASO HISPANIC CHAMBER OF COMMERCE  
2829 MONTANA AVE, B-100  
EL PASO, TX 79903

EL PASO TIMES NEWSPAPER  
CLASSIFIED/LEGAL SECTION  
PO BOX 20  
EL PASO, TX 79999

CONTRACT OPPORTUNITY CENTER  
4791 N. MESA  
EL PASO, TX 79902

SAM'S CLUB  
7970 NORTH MESA  
EL PASO, TX 79932

SUBCONTRACTORS ASSOCIATION  
PO BOX 3612  
EL PASO, TX 79923

COMMERCE BUSINESS WEEKLY  
2626 NORTHEAST #103  
EL PASO, TX 79902

BLACK CHAMBER OF COMMERCE  
ONE CIVIC CENTER PLAZA  
EL PASO, TX 79901